

**EXECUTIVE AGREEMENT
GOVERNOR'S MANAGEMENT STANDARDS SCORECARD**

OBJECTIVES		RESULTS			RATING
HUMAN RESOURCE MANAGEMENT		Below Expectations	Progress Toward Expectations	Meets Expectations	
HR 1	WORKFORCE PLANNING: Implements effective workforce plans utilizing accurate and timely workforce data. Creates a work environment conducive to change. (<i>NEW</i>) Data source: Agency Workforce Plan, Commonwealth B9Workforce Plan	Workforce plan has not been started. Workforce data is incomplete or out-of-date.	Workforce plan is under development. Gaps in the workforce have not been addressed. Workforce data is incomplete and not always timely.	Workforce plan is completed and documented identifying objectives required to achieve organizational goals. Workforce data is complete and current.	
HR 2	EMPLOYEE ATTRACTION & RETENTION: Attracts and retains qualified workforce by strategically using existing human resource management flexibilities, pay practices, and benefits. (<i>EXISTING</i>) Data source: Hiring Report, Pay Practices Report, Applicant Flow Report, Turnover Report, Employee Surveys	Positions remain unfilled. Turnover is high. Human resource management flexibilities are not used.	Positions filled with minimally qualified candidates. Human resource management flexibilities are not fully utilized.	Positions are filled timely with qualified candidates. Human resource management flexibilities are used effectively.	
HR 3	FAIRNESS & DIVERSITY: Applies management policies and practices fairly and consistently. Champions equal employment opportunity and inclusion by prohibiting discrimination. Utilizes EEO compliance statistics to address deficiencies. (<i>EXISTING</i>) Data source: EEO Assessment Report, Employee Dispute Resolution Report	Actions are not taken to address inconsistent application of policy or EEO issues. Employee allegations are upheld in employee grievances and EEO cases.	Actions are being implemented to address inconsistent application of policy and EEO issues. Employee allegations are fully or partially upheld in employee grievances and EEO cases.	Workforce is diverse. Policies are consistently applied and there are no EEO issues. Agency positions are upheld in employee grievances and EEO cases.	
HR 4	EMPLOYEE PERFORMANCE MANAGEMENT: Differentiates among levels of performance. Excellence is rewarded, and mediocre or poor performance carries consequences. (<i>EXISTING</i>) Data source: Employee Performance Evaluation Report, Agency Salary Administration Report+B10	Performance is not managed on an ongoing basis. No employee performance evaluations have been documented. Recognition program is not used.	Performance is managed inconsistently. Some employee performance evaluations have been documented. Recognition program is sometimes used.	Performance is managed on an ongoing basis. All employee performance evaluations have been documented. Employee performance evaluation program is appropriately administered. Recognition program is used effectively.	

**EXECUTIVE AGREEMENT
GOVERNOR'S MANAGEMENT STANDARDS SCORECARD**

OBJECTIVES		RESULTS			RATING
HUMAN RESOURCE MANAGEMENT		Below Expectations	Progress Toward Expectations	Meets Expectations	
HR 5	TRAINING & DEVELOPMENT: Invests in the training of the workforce to insure that employees have the appropriate skill sets. Develops employees to meet the current and future needs of the organization. (<i>EXISTING</i>) <i>Data source: Training Report, Employee Training Evaluations</i>	Employees have not been trained and do not have the necessary skills to do the job.	Some employees have received appropriate training and have the necessary skills to do the job.	All employees have received appropriate training and have the necessary skills to do the job.	
HR 6	SAFE WORK ENVIRONMENT: Provides a safe work environment minimizing potential hazards. (<i>EXISTING</i>) <i>Data source: OSHA 300A Report, Agency OSHA Programs, Workers' Compensation Reports</i>	Workplace hazards are ignored. Workforce receives no safety training. Safety programs are not in place.	Reacts to workplace hazards as they occur. Workforce receives minimal safety training. Safety programs out-of-date.	Potential hazards have been identified and corrected. Loss data is analyzed. Safety training is provided. Safety programs are up-to-date.	